



## BOARD OF TRUSTEES

Friday, August 26, 2022

2:00-2:30 p.m.

ZOOM

### MINUTES

Present: Rep Ann Pugh, Christina DeGraff-Murphy, Cyndee Sturtevant, Daniel Calder, George Philibert, Jodi Girouard, Kathy Connolly, Kelly Deforge, Kerrick Johnson, Lesley-Ann Dupigny-Giroux, Mat Robitaille, Meg O'Donnell, Michael Couture, Thato Ratsebe, Rep. Trevor Squirrel, Yves Bradley  
Absent: Andrew Collier, Gail Stevenson, John McSoley  
Staff: Bob Bick, Cathie Buscaglia, Ellie Beckett, Sandy McGuire

#### I. LAKEVIEW DISCUSSION

- Howard Center must submit a Certificate of Approval (COA) application for the Lakeview/Dutch Mill project.
- The program is moving from the current location to a new location in Shelburne. The current location is too small for the residents and the facility has accessibility issues, including a multi-story living arrangement with a narrow stairwell
- Howard Center found a suitable property in Shelburne and has been working with a developer to design a new building for the program
  - New building: 8000sf, 1-level building, 16 bedrooms, 5 bathrooms, all accessible and 1 with walk-in tub, commercial kitchen, full laundry room with 3 commercial washers and dryers
  - It will have a private outdoor area that can offer a sitting and recreation area
  - It is right on the bus line
  - Currently the program has 16 residents, the program will stay at 16 residents
- COA process:
  - There will be a public notice with a window of time for objections
  - After that time the Commissioner make the decision about approving the project
  - Likely about a 2-month turnaround
  - Last time the agency submitted a COA there were no public objections,
- Permitting process so far:
  - The agency has worked with the developers and Town of Shelburne and went to several DRB meetings, and the project has received DRB approval
  - There was a lot of support from community members and the DRB
  - The Agency has received positive feedback from the CAN committee on three occasions
  - The developers are in the Act 250 permitting process
- Timeline:

- Developers are anticipating to break ground in September
- Completion anticipated in June 2023
- Move in shortly afterwards
- There is leeway to remain in the current building if the timeline ends up taking longer than anticipated
- Cost: \$3.1M total cost projections
  - 2 options:
    - Long term lease with options to buy it out (backup plan)
    - Outright purchase (current plan)
      - \$2.5M from the Leahy appropriation
        - Senator Leahy has added a \$2.5M directed appropriation to the budget bill for Howard Center to purchase the property. The budget has not passed, but when it does, those funds will be made available
        - If this funding fell through, Howard Center would proceed with the lease process
      - The balance would come from the organization as part of the property LLC and will be leased back to the program
  - No anticipated increased cost to the state, the Agency will recoup the cost through rent no longer being paid to CHT (current landlord)
- A **MOTION** (Connolly/Couture) To approve the submission of this project to enter the COA process **PASSED**

## II. ADJOURN

- At 2:30 pm a **MOTION** (Bradley/Pugh) to adjourn **PASSED**.

Submitted by: Ellie Beckett  
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